



## MEMORANDUM

**TO:** Marc A. Ott, City Manager  
**FROM:** Sue Edwards, Assistant City Manager  
**DATE:** August 12, 2014  
**SUBJECT:** Helistop Appeal- Formula 1 Event

Attached for your information is an appeal to a category II helistop application submitted for the 2014 Formula 1 Event. Title 13 of the City Code assigns authority for appeal review to the City Manager and requires a decision 45 days from the date of the director's decision. **The due date for a ruling on this appeal is August 16<sup>th</sup>, 2014.**

Included in this packet is a one-page summary of the application details and basis for the Aviation Department's approval. The packet also contains a copy of the appeal, a written analysis of the Director's decision, the category II application, and a copy of City Code Title 13-1, Article 4.

Based on the Department's findings, I recommend upholding the Director's decision to approve the application which would result in denial of the appeal.

Please let me know if additional information is required.

Appeal Approved/ Appeal Denied



Marc A. Ott, City Manager